

Town of Canterbury
Selectmen's Meeting
November 7, 2016

Selectmen Present: Cheryl Gordon
Art Hudson
Town Administrator: Ken Folsom

The meeting was called to order at 5:00 PM

Administration

The Board signed: A/P Manifest
P/R Manifest (2)
Employee Leave Request
Solid Waste Committee Appointment Slips

The minutes of the October 17, 2016 Selectmen meeting were reviewed. Art made a motion to approve the minutes as written. Cheryl seconded the motion.

The minutes of the October 25, 2016 Public Selectmen meeting were reviewed. Art made a motion to approve the minutes as amended. Cheryl seconded the motion.

The minutes of the October 25, 2016 Non-Public Selectmen meeting were reviewed. Art made a motion to approve the minutes as written. Cheryl seconded the motion.

New Business

The Selectmen reviewed a bid from resident Raymond Robak to purchase Town owned land (Tax Map 102 Lots 81 & 94). Art made a motion to accept the bid to purchase lots 81 & 94 on Tax Map 102 – Canterbury Shore Drive. Cheryl seconded the motion.

Ken reminded the Selectman that a HDC Public Hearing will be held on Wednesday night at 7:00 PM for the Sam Lake House proposal.

Ken reported to the Selectmen that he has talked to Jim Sawicki about keeping the center free of political signs while the polls are open.

Ken explained that a meeting has been set up to meet with the Planning Board to discuss Air B & B's on November 22, 2016 at 7:30 PM.

Ken explained that he read the Police Department Manual, he found no conflicts with the Town Policies. Ken suggested that the Selectmen accept the policies. Art made a motion to accept the policies, Cheryl seconded the motion, all in favor by roll call. Motion carried. A page will be added with the acceptance date and signatures of the Board of Selectmen.

Ken reported that he and Mary met with the Auditor and he had suggested a few minor changes be made to the general ledger for easier tracking of accounts.

Ken reported that he has been working with the IT Company RMON. They have proposed updating the Firewall and service plan. The Board will incorporate the changes in the 2017 budget.

Ken has met with a Company that would provide security services for the Municipal Building. He has received a two part proposal;

- 1) Cameras (exterior & interior) – estimated cost \$13,338
- 2) Access Control (keycards/fobs) – estimated cost \$21,000

Both of these services are eligible for a 50/50 grant through Homeland Security. Ken will contact Homeland Security for closing dates.

Art made a motion to enter into non-public session under RSA 91-A: 3, II (a) at 5:44 pm to discuss a personnel matter. Cheryl seconded the motion. All in favor by roll call, motion carried.

Art made a motion to exit the non-public session at 5:58 PM and to permanently seal the minutes due to the personnel matter discussed. Cheryl seconded. All in favor by roll call, motion carried.

Adjournment

Art made a motion to adjourn the meeting at 5:59 PM. Cheryl seconded he motion. All in favor by roll call, motion carried.

Respectfully submitted,

Jan Stout
Administrative Assistant

Town of Canterbury
Selectmen's Meeting
November 7, 2016

Selectmen Present: Cheryl Gordon
Art Hudson
Town Administrator: Ken Folsom

The meeting was called to order at 5:00 PM

Administration

The Board signed: A/P Manifest
P/R Manifest (2)
Employee Leave Request
Solid Waste Committee Appointment Slips

The minutes of the October 17, 2016 Selectmen meeting were reviewed. Art made a motion to approve the minutes as written. Cheryl seconded the motion.

The minutes of the October 25, 2016 Public Selectmen meeting were reviewed. Art made a motion to approve the minutes as amended. Cheryl seconded the motion.

The minutes of the October 25, 2016 Non-Public Selectmen meeting were reviewed. Art made a motion to approve the minutes as written. Cheryl seconded the motion.

New Business

The Selectmen reviewed a bid from resident Raymond Robak to purchase Town owned land (Tax Map 102 Lots 81 & 94). Art made a motion to accept the bid to purchase lots 81 & 94 on Tax Map 102 – Canterbury Shore Drive. Cheryl seconded the motion.

Ken reminded the Selectman that a HDC Public Hearing will be held on Wednesday night at 7:00 PM for the Sam Lake House proposal.

Ken reported to the Selectmen that he has talked to Jim Sawicki about keeping the center free of political signs while the polls are open.

Ken explained that a meeting has been set up to meet with the Planning Board to discuss Air B & B's on November 22, 2016 at 7:30 PM.

Ken explained that he read the Police Department Manual, he found no conflicts with the Town Policies. Ken suggested that the Selectmen accept the policies. Art made a motion to accept the policies, Cheryl seconded the motion, all in favor by roll call. Motion carried. A page will be added with the acceptance date and signatures of the Board of Selectmen.

Ken reported that he and Mary met with the Auditor and he had suggested a few minor changes be made to the general ledger for easier tracking of accounts.

Ken reported that he has been working with the IT Company RMON. They have proposed updating the Firewall and service plan. The Board will incorporate the changes in the 2017 budget.

Ken has met with a Company that would provide security services for the Municipal Building. He has received a two part proposal;

- 1) Cameras (exterior & interior) – estimated cost \$13,338
- 2) Access Control (keycards/fobs) – estimated cost \$21,000

Both of these services are eligible for a 50/50 grant through Homeland Security. Ken will contact Homeland Security for closing dates.

Art made a motion to enter into non-public session under RSA 91-A: 3, II (a) at 5:44 pm to discuss a personnel matter. Cheryl seconded the motion. All in favor by roll call, motion carried.

Art made a motion to exit the non-public session at 5:58 PM and to permanently seal the minutes due to the personnel matter discussed. Cheryl seconded. All in favor by roll call, motion carried.

Adjournment

Art made a motion to adjourn the meeting at 5:59 PM. Cheryl seconded he motion. All in favor by roll call, motion carried.

Respectfully submitted,

Jan Stout
Administrative Assistant